Intragovernmental Transactions (IGT)
Process Overview

Present - SFIS Embedded Elements Workshop – Common Supplier Engagement (CSE)

3 November 2005

Overview

▶ Workshop Overview presented by *Kim Pisall*

▶ Workshop Goals presented by *Diana L. Rodriguez*

▶ IGT Key Points presented by *Diana L. Rodriguez*

▶ IGT Process Overview presented by *Diana L. Rodriguez*

▶ IGT and the SFIS Unique Identification Process – presented by *Kristen Humphrey*

▶ UID and SFIS Process Flow presented by *Kristen Humphrey*

▶ IGT Scenario presented by *Tom Powers*

▶ IGT Business Rules specific for SFIS element

MILS DUID Options

▸ Option 1 (applicable to MILS and PRs):

   – Determine if transaction feed to BEIS can be used to extract DUID pedigree (and/or can the DUID Registry go get it from BEIS).

▸ Option 2 (applicable to MILS only):

   – Determine if transaction going to DAASC can be used to extract DUID pedigree (or some subset thereof to give a partial solution).

▸ Option 3:

   – Wait for ERPs to come online.

▸ Option 4:

   – Do both 1 and 2 as applicable and flag the DUID as "came from acctg system of record (BEIS)" or other source (like DAASC or Supply system).

   – If duplicated, system of record information would trump other information

DUID Construct

▶ MILS Construct:

   – Requisition Document Number

     ▪ 15 positions   cc 30 – 44 in requisition

DoDAAC alphanum (6)	+	Julian Date numeric (4)	+	Serial # alphanum (4)	+ Suffix alphanum (1)

Added later after obligation by supply source

▶ Non-MILS Construct:

   – Each system gets approval for their equivalent from OSD

   – May need a system/site designator to ensure uniqueness across enterprise

     System/site Designator + Serial number used today

Ex: ABSS 1….82   PR#/PR Line#

     Where ABSS has 82 databases/sites creating PR's

IGT Workshop Goal

▶ Validate that the SFIS Elements are carried through the IGT End to End Process.

▶ Determine where the SFIS Unique Identifiers are established in the IGT Process Model.

Intragovernmental Key Points

▶ The IGT End to End Model is in accordance with the BEA Common Supplier Engagement (CSE) Model and the Financial Visibility Model as per BEA version 3.0

– The *CSE* Model applies to the Acquisition Buyer and Acquisition Seller

– The *Financial Visibility* Model will create the concurrency needed for the elimination transactions that take place within the Financial Buyer and Seller Processes

▶ Seller must cite the Buyer's Acquisition Request Number in all communications and postings

▶ Seller must provide Performance Evidence at the Detail Line Item Level

▶ The Accounting Transaction will be tracked to the line level (e.g. DUID), not the acquisition request level

Sourcing Agreement View - Major Process Sections

Acquisition Buyer

- Identify / define requirement for goods or services

- Decide whether it can be satisfied in-house

- If applicable, develop sourcing agreement that can satisfy requirements

- Accept signed agreement

Acquisition Seller

- Analysis of capability to satisfy requirements (performance capacity, thresholds, budgeted funding)

- Accept agreement

Please refer to the "Sourcing Agreement View" on the handouts

Order (Acquisition Request) View – Major Process Sections

Acquisitions Buyer

- Verify and Certify Funds Availability

Logistics Seller

- Conduct Performance Capacity Analysis

Financial Management

- Buyer Records Commitment
- Buyer Records Obligation
- Seller Records Unfilled Orders
- Seller Establish Customer Work Order

Acquisition Seller

- Validate Reimbursable Funding Authority
- Provide LOA for trading partner information
- Accept Acquisition Request

Please refer to the "Order (Acquisition Request) View" on the handouts

Performance/Fulfillment View Major Process Sections

Acquisition Buyer

- Acknowledge Service Rendered or Goods Received

- Perform Inspection, Testing and Verification

- Perform Acceptance Procedures

- File Discrepancy Report, If Applicable

- Finalize Acceptance for Service or Goods

Acquisition Seller

- Perform Term and Conditions of the Acquisition Request

- Track Incurred Cost

Financial Management

- Seller Post Revenue and Accounts Receivable Transactions

- Buyer Post the Expense and Accounts Payable Transactions

Please refer to the "Performance Fulfillment View" on the handouts

Disbursement and Collection View – Major Process Sections

▶ Financial Management

- Validate Ready to Pay File

- Process the IPAC Transactions

- Send/Receive Data to/from Treasury

- Generate Disbursement and Collection Entries

- If applicable, Determine Final Payment for the Closeout of the Contract

Please refer to the "Disbursement and Collection View" on the handouts

UID and SFIS Process Flow

Figure E12. UID and SFIS Process Flow
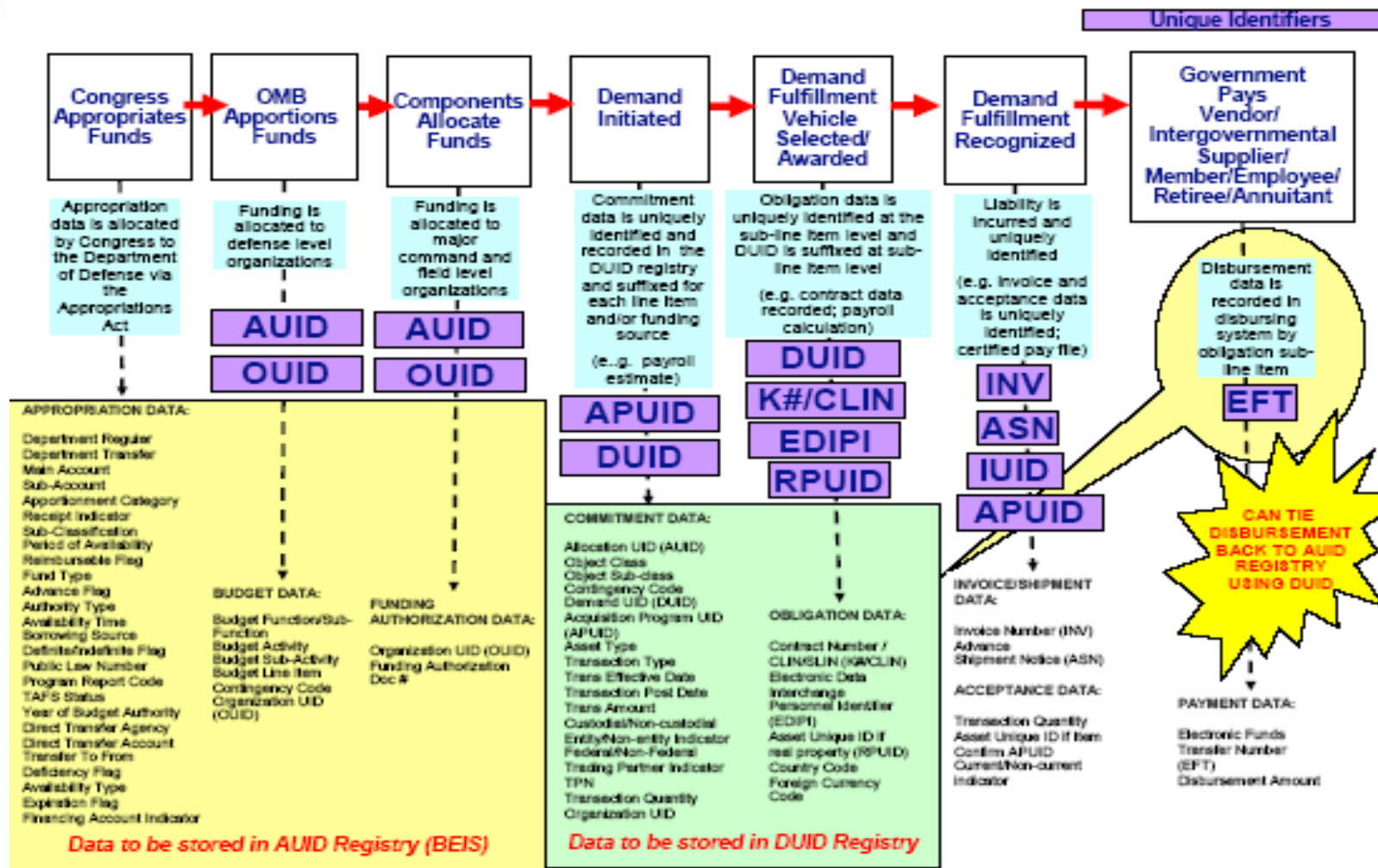
Please refer to Scenario 1 handouts

Data Elements Needed from Buyer/Seller to Support Eliminations Transaction

AUID

Department Regular:
Department Transfer:
Main Account:
Sub-Account
Apportionment Category
Receipt Indicator
Sub-Classification
Period of Availability:
Reimbursable Flag
Fund Type
Advance Flag
Authority Type
Availability Time
Borrowing Source
Definite/Indefinite Flag
Public Law Number
Program Report Code
TAFS Status
Year of Budget Authority
Direct Transfer Agency
Direct Transfer Account
Transfer To From
Deficiency Flag
Availability Type
Expiration Flag
Financing Account Indicator
Budget Data
Budget Function/Sub-Function
Budget Activity
Budget Sub-Activity
Budget Line Item
Contingency Code

DUID

Allocation UID
Object Class
Object Sub-class
Contingency Code
Demand UID
Asset Type
Transaction Type
Transaction Effective Date
Transaction Post Date
Transaction Amount
Custodial/Non-custodial
Entity/Non-entity
Federal/Non-federal
Trading Partner Indicator
Trading Partner Number
Transaction Quantity
Organization UID

Subhead Limit

IGT Acquisition Request Key Questions

▸ Should the SFIS Elements provide the Subhead / Limit data?

▸ What is the process used to establish a DUID? Is the DUID established before the Commitment?

▸ How will we capture the OUID?

▸ Seller will establish:

– Their own AUID

– Reference Buyer's AUID and DUID

(Could they share the Buyer's DUID when they establish the Unfilled Customer Order?)

▸ Can we link the Buyer's DUID to Seller's AUID?

▸ What process shall we follow when it is a Level 1 Transaction and the buyer or seller is not DoD (and thus not subject to SFIS)?

▸ "In order to do the eliminations, do the buyer and seller DUID's need to be unique across the enterprise (DoD) or just to that BPN?"

Acquisition Request Process

DUID, OUID and Buyer & Seller's BPN

2. Order (Acquisition Request) Creation View

SFIS DATA ELEMENTS

Figure 4. SFIS Phase 1 Data Elements

From IGT_2.03

From IGT_2.07

Appropriation Account Information	Transactional Information	Trading Partner Information
Department Regular	Transaction Type	Federal/Non-federal Indicator
Department Transfer	USSGL Number	Trading Partner Indicator
Main Account	Debit/Credit	Trading Partner Number
Sub Account	Begin/End Indicator	
Apportionment Category	Transaction Effective Date	**Budget Program Information**
Receipt Indicator	Transaction Post Date	Budget Function/Sub-Function
Sub Classification	Transaction Amount	Budget Activity
Period of Availability	Exchange/Non-exchange Indicator	Budget Sub-Activity
Reimbursable Flag	Custodial/Non-custodial Indicator	Budget Line Item
Fund Type	Foreign Currency Code	Major Acquisition
Advance Flag	Country Code	Object Class
Authority Type	Entity/Non-entity Indicator	Contingency Code
Availability Time	Covered/Not Covered Indicator	BEA Category Indicator
Borrowing Source	Current/Non-current Indicator	
Definite Indefinite Flag	Demand Unique Identifier	**Cost Accounting Information**
Public Law Number	Allocation Unique Identifier	Transaction Quantity
Product Report Code		Asset Type
TAFS Status	**Organizational Information**	Asset Unique ID
Year of Budget Authority	Organization Unique Identifier	
Direct Transfer Agency	Agency Disbursing Identifier	
Direct Transfer Account	Accounting Support Identifier	
Transfer To From		
Deficiency Flag		
Availability Type		
Expiration Flag		
Financing Account Indicator		

Legend: Appropriation | Budget | Organization | Transaction | Trading Partner | Cost Acc

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Acquisition Request Process

Seller LOA, Seller's BPN & AUID
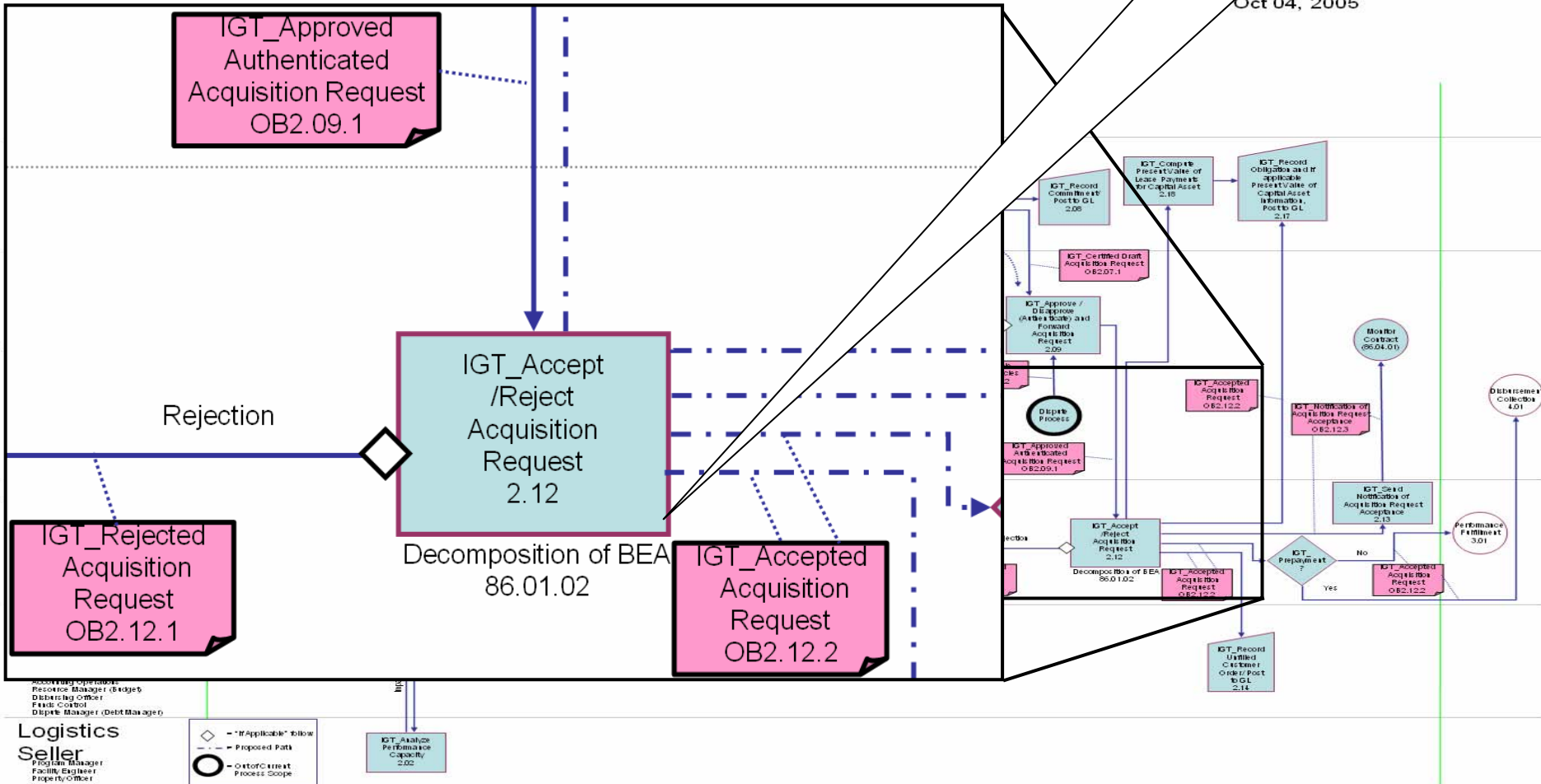
SFIS DATA ELEMENTS

Figure 4. SFIS Phase 1 Data Elements

From IGT_2.12

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Direct Transfer Account	Accounting Support Identifier	
Transfer To From		
Deficiency Flag		
Availability Type		
Expiration Flag		
Financing Account Indicator		

Appropriation   ☐ Budget   ☐ Organization   ☐ Transaction   ☐ Trading Partner   ☐ Cost Ac

IGT Performance Key Questions

▸ Does the Seller need to provided the IUID at the time of the performance?

Note: There is an assumption that the Cost Accounting Elements will be track at the time the Seller performs. Phase II SFIS will address the Cost Accounting Details.

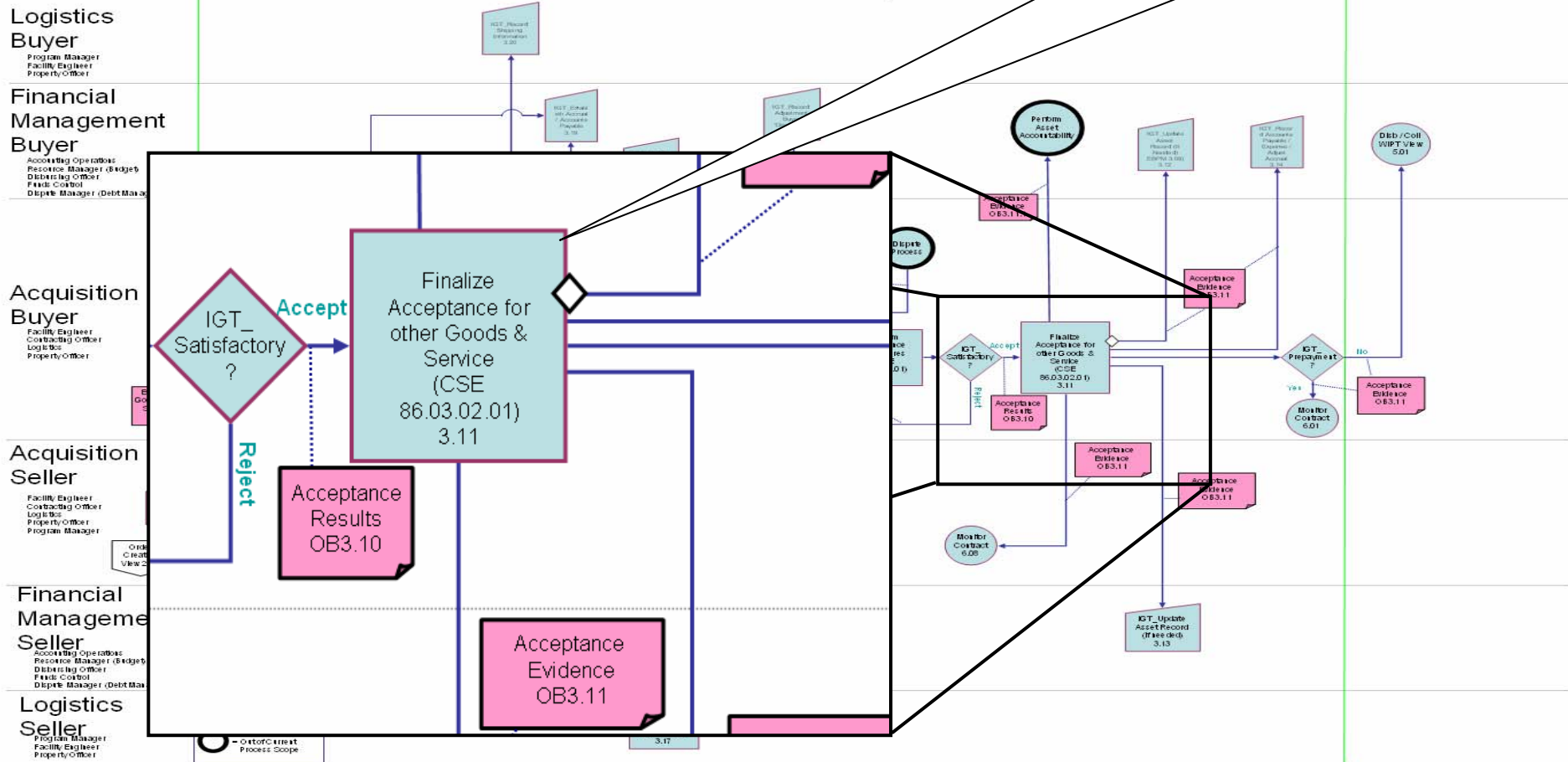# Performance Process

3. Performance / Fulfillment View

IUID and Seller must cite Buyer's Acquisition Request #

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Performance / Fulfillment

Seller AUID & Buyer's DUID and AUID

Disbursing / Collection

Treasury Account Symbol (TAS)

Business Partner Network Number

▸ AKA Trading Partner Number or TPN (change request is in to move to BPN)

▸ A BPN is a discrete unambiguous identification of government buying and selling activities and their organizational affiliation.

   – Federal Agencies use their Dun & Bradstreet (D&B) Data Universal Numbering System   (D-U-N-S) number.

      ▪ Core DUNS data (DUNS#, Entity Name, Address) comes from the D&B Worldwide Database

   – DoD use the DoD "TPN", a 9 character (alpha/numeric) code. For now, it has a constant "DOD" as the first three characters followed by the activities pre-existing DoDAAC.

      ▪ Example: For bill-to activity R52192, TPNN is DODR52192 A DoDAAC is distinct six-position alphanumeric code assigned to identify specific units, activities, or organizations.

      ▪ Core DoDAAC data (BPN#, Entity Name, TAC1 Address) comes from the DoDAAD as maintained by the military services and DoD Agencies

Business Partner Network Number

▸ Rules for use of BPN in IGT

- – DoD entities that acquire or provide goods or services intragovernmentally shall obtain and use Business Partner Network Numbers as unique business location identifiers.

- – BPN's must be registered in FedReg and are unique across the enterprise

- – Buyer will assign each acquisition request a number that is unique within that BPN.

IGT Business Rules

▸ The Accounting transaction will be tracked to the line item level (e.g. DUID), not the Acquisition Request level

▸ Buyer must assign a Document Reference Number (DRN) to each detail and summary transaction.

▸ The Buyer will provide the seller detailed information (to the line item level) about each IPAC transaction.

▸ Seller must uniquely identify their performance evidence with a Performance Evidence ID.

▸ Buyer and Seller must provide visibility to the following events: Acquisition Request approval, Payable and Expense Bookings, and Goods/Services Acceptance

▸ The Buyer will assign each Acquisition Request a Unique Identification Number (UIN).

▸ The Seller shall reference the buyer-assigned Acquisition Request Number in their communications and postings.

▸ DoD shall record charges at the transaction level, linked to a Demand Unique Identifier (DUID).

IGT Business Rules

▸ The party initiating the transfer of funds for must identify the Buyer's Acquisition Request Number and DUID for each line item.

▸ DoD entities that acquire or provide goods or services intragovernmentally shall obtain and use Business Partner Network Numbers as unique business location identifiers.

▸ Buyer shall include a DUID for each line item on an Intragovernmental Acquisition Request.

▸ Each delivered item must include a UID if the item meets the criteria established by the DoD UID policy.

▸ Each Acquisition Request must provide for line item funding in accordance with DFARS.

▸ Each approved requirement must contain a Service/Commodity category.

▸ When there is a UID clause in the contract and the supplier does not include UID information on the invoice, the government acceptor must reject the invoice.